



**School Based Mental Health
Satellite Clinic Expansion**

August 2023

Request for Applications

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SECTION 1

A. Introduction and Background

The NYS Office of Mental Health (OMH) is providing one-time start-up funding of up to \$45,000 to support a recently implemented or newly created Mental Health Outpatient Treatment and Rehabilitative Services (MHOTRS)/clinic school-based satellite to OMH licensed providers to expand school-based mental health services.

School-based Mental Health clinic satellites are programs embedded within the school environment to promote direct and timely access for students and their families to needed treatment and support. By establishing a physical space within a school building, MHOTRS professionals become a part of the school community and increase visibility of mental health support for school staff and students to reduce stigma associated with seeking care. This partnership provides a unique opportunity to engage children and families who might not seek mental health treatment elsewhere and strengthens the capacity for earlier recognition of mental health needs. This presence allows for greater opportunities for collaboration and coordination with school personnel to enhance treatment outcomes and promote the generalization of skills across various settings and circumstances.

This RFA, part of New York State's historic investment to strengthen the mental health system and drastically reduce the number of individuals with unmet mental health needs throughout the state, clearly demonstrates OMH's ongoing commitment to the health and well-being of the youngest New Yorkers. With the demand for children's mental health services on the rise, school-based mental health programming is a priority for New York State (NYS). The ability to treat children/youth in the school environment supports equitable and timely access to resources, promotes coordinated care, and helps to minimize stigma. The continued expansion of MHOTRS/clinic satellites in schools provides greater opportunities to serve more children and their families via a holistic approach to care by recognizing and supporting the interconnectedness between education and mental health.

B. Target Population

In support of OMH's commitment to equity and the reduction of disparities in access, quality and treatment outcomes for marginalized and underserved populations, high needs districts will be prioritized for additional funding. For the purpose of this funding opportunity, OMH has identified high needs districts as having at least 50% of the student population classified as economically disadvantaged. Please refer to the Pre-Submission Upload page for this list, identified as a reference document). NYS Education Department (data.nysed.gov) [NYSED](#) defines economically disadvantaged students as those who participate in, or whose family participates in, economic assistance programs, such as the free or reduced-price lunch programs, Social Security Insurance (SSI), Food Stamps, Foster Care, Refugee Assistance (cash or medical assistance), Earned Income Tax Credit (EITC), Home Energy Assistance Program (HEAP), Safety Net Assistance (SNA), Bureau of Indian Affairs (BIA), or Family Assistance: Temporary Assistance for Needy Families (TANF). If one student in a family is identified as low income, all students from that household (economic unit) may be identified as low income.

C. Key Events/Timeline

Activity	Date
Release Date	Thursday, 8/3/23
Questions Due	Tuesday, 8/22/23
Q&A Post	Tuesday, 9/12/23
Applications Due	Thursday, 10/5 at 1:00 PM
Tentative Award Notification	Tuesday, 10/31/23
Contract Start Date	Monday, 1/1/24

D. Eligible Applicants

The following applicants are eligible to apply for school based mental health satellite clinic funds:

1. Eligible applicants for start-up funds per each school-based satellite site are current OMH licensed MHOTRS/clinic providers identified as operating in good standing¹ with OMH meeting one of the following:
 - OMH-licensed MHOTRS/clinics² serving children/adolescents to create a new school-based mental health satellite location(s).
 - OMH-licensed MHOTRS/clinics serving children/adolescents who have submitted a Prior Approval Review (PAR) satellite application or been recently issued a satellite MHOTRS/clinic Operating Certificate (OC) for a new school-based mental health MHOTRS/clinic satellite location(s) which opened in the 2022/23 school year OR is projected to start in the 2023/24 school year

An eligible applicant can submit one application for each new satellite location that will be newly opened or recently implemented. Upon approval of the application, providers will be required to submit a PAR for approval by OMH. To expedite processes, eligible applicants may opt to begin the PAR process concurrent to the application review.

2. A required Letter of Support from the school where the satellite will be located, verifying their agreement for the agency to implement a new satellite location in the school.
 - i. Please note that in New York City, a letter of support from a Department of Education (DOE) school will require consultation with the Department of Health

¹ "Good standing" for licensed programs is defined as a provider having an OMH accepted Performance Improvement Plan and not receiving or not under active Enhanced Provider Monitoring.

² Upon acceptance of application, approved satellites will require submission of an EZ PAR, which will be expedited.

and Mental Hygiene. To schedule a consultation, please contact CYFNYCDOHMH@health.nyc.gov. The consultation will be jointly conducted by the Division of Mental Hygiene and Office of School Health in order to ensure proper coordination with NYC Department of Education (DOE) schools. The Department has identified schools with a need for school-based satellite clinics and will support applicants to connect with these schools. Applicants may also propose a school if they have already identified one.

Excluded Sites: Sites that received Mental Health Block Grant School-Based Mental Health Clinic Services for Children/Youth Supporting Growth: Access and Capacity Enhancement Grant (December 2021) are not eligible for funding for that site. These providers may apply for funding for a different site.

E. Program Requirements

E.1. Proposal Application

To participate in this funding opportunity, eligible providers must submit an application requesting funding that includes the following:

- **Application Information**

1. Agency name
2. Agency address
3. Type of eligible program and the grant opportunity for which you are applying (new satellite start up OR current EZPAR application/previously approved satellite within the 2022/23 school year or with projected implementation in the 2023/24 school year)
4. Name of the applicant/lead individual who will be overseeing the project.
5. Contact information of the applicant/lead individual who will be overseeing the project.
6. Name of identified school
7. Address of identified school
8. Name of school district
9. Is the school district identified as high needs based on the criteria given?

- **Application Narrative**

10. For new satellites, a brief narrative statement and relevant data to demonstrate need for new school-based satellite; OR, For existing satellites, a brief narrative state and relevant data that was used during your needs assessment to identify

and support the development of the site.

11. For programming established in the 2022/23 school year: Brief narrative statement of school-based satellite implementation and current operations; OR, For programming scheduled to begin in the 2023/24 school year: Brief narrative statement outlining date of OC issuance (or if currently engaged in EZPAR process, date of application submittal) with plan and timeline for full implementation.
12. Consult with the local governmental unit (county mental health department) representing the location of the program's main site or to discuss the intent to start services within the county, to ensure alignment with county planning. Provide name and contact information of the county official consulted with prior to applying for this grant opportunity and the date of the consultation. (County department contact information can be found at: https://www.clmhd.org/contact_local_mental_hygiene_departments/.)
 - a. In NYC, the consultation will be held with the Department of Health and Mental Hygiene. To schedule a consultation, please contact CYFNYCDOHMH@health.nyc.gov.
13. Provider's plan for utilizing funds in alignment with activities listed in 'Use of Funds' section. Include specific information as a relevant to intended use. For instance, if funds will be used to off-set nonbillable expenses such as coordination with school staff, provide plans and mechanisms for coordination.
14. Projected outcome of funding use. Provide any relative qualitative and/or quantitative outcomes anticipated from the use of funds.
15. Projected capacity (e.g., as operationalized by the anticipated number of children/families served, etc.); clarify if the satellite is projected to solely serve students and families of students or if the satellite will be available to the broader community.
16. Provider's plans for integrating family work in the school-based satellite clinic.
17. Provider's plans for addressing substance use needs of children/youth in mental health treatment, including providing integrated treatment and/or coordinating care, such as referring to OASAS prevention or treatment services.
18. Provider's plans on addressing cultural and linguistic needs of population and inclusion of families (may reference agency mission/strategic plan or work plan).
19. Provider's plans for sustainability of services past the availability of grant funds.

E.2. Reporting Requirements

Providers must submit data to OMH, including an end-of-grant report by December 31, 2024. Details on reports will be provided to awardees and may include description of completed

activities and achieved outcomes, as well as baseline and end-of-grant data for any of the following elements, as applicable:

- Number of children/families served in the new program location(s).
- Number of new FTEs, roles, and credentials employed by the program
- Number of referrals received
- Number of referrals who were admitted
- Number of children on your waitlist for the program, if applicable
- Any additional expansions in service which were not captured

End-of-grant reports will be due within 45 days of the end of the term, by February 15, 2026.

F. Operating Funding

The release of funding may be further subject to the submission and approval of a EZ Prior Application Review (PAR) application, as necessary.

Funds will be allocated to approved applicants in accordance with the following:

- New MHOTRS/clinic satellites:
 - \$25,000 will be awarded to new satellites implemented in the 2023/24 school year.
 - An additional \$20,000 will be awarded to new satellites established in a high-needs districts defined above.

- OMH-licensed MHOTRS/clinics serving children/adolescents who have submitted a PAR satellite application or been recently issued a satellite MHOTRS/clinic OC for a new school-based mental health MHOTRS/clinic satellite location(s) which opened in the 2022/23 school year OR is projected to start in the 2023/24 school year
 - \$25,000 will be awarded to new satellites implemented in the 2022/23 or 2023/24 school year.
 - An additional \$20,000 will be awarded to new satellites established in a high-needs districts.

If a school-based satellite is not established as indicated in the proposal within 18 months of the date of the award, funds may be recouped.

The intent of the funds is to build school-based MHOTRS/clinic capacity through the development of satellites with a specific focus in high needs/underserved areas and providing funding for activities associated with implementation. These funds will help support the early identification of mental health needs, address the ongoing and significant needs of children/youth and their families, and increase access to treatment services.

To address the present volume of need for school-based mental health services and support, funds are intended to offset any of the following expenses or a combination:

- Costs associated with a memorandum of understanding (MOU), or other formal contract/agreement made with individual school districts to support operating a school-based satellite.
- Costs of non-reimbursable activities performed by the on-site clinician(s) as it relates to engagement of students and families.
- Costs for non-reimbursable activities related to the necessary coordination, consultation, and collaboration between on-site clinician(s) and school personnel.
- Costs for materials and therapeutic products to support clinical activities and interventions provided by the school-based satellite clinic.
- Costs of staffing the satellite including funds for new staff or retention funds for current staffing. This includes the allocation of specialty or optional services such as psychiatric services, Peer Support Services, etc.
- Start-up costs to support the sustainability of newly implemented or soon to open school-based satellites including increased administrative support, reduced productivity as caseloads are established and grown, etc.
- Costs to support efforts in raising school/community awareness of mental health needs among children and adolescents and educating regarding MHOTRS services and access.

G. Method for Evaluating Applications

Designated OMH staff will review each application for completeness and verify that all eligibility criteria are met. If an application is not complete or does not meet the basic eligibility it will be disqualified.

Applications will be reviewed and scored based on completeness of information. Applicants not receiving a score of 9 points or more will not pass.

H. Disqualification Factors

Designated staff will review each application for completeness and verify that all eligibility criteria are met. If an applicant does not meet the basic eligibility standards, it will be eliminated from further review.

Additionally, during the application evaluation process, evaluators will also be reviewing eligibility criteria and confirming that they have been met. During the course of either of these review processes, applications that do not meet basic participation standards will be disqualified, specifically:

- Applications that do not meet the eligible applicant criteria as outlined in Section D.
- Applications that do not receive a passing score of 9 or more points
- Applications from eligible not-for-profit applicants who have not completed Vendor Prequalification, as described in Section 2 D below, by the application due date of 1:00 PM EST on 10/05/2023.

I. Process for Issuing Awards

OMH is allocating a total of \$8.3 million for this funding opportunity. OMH will make 184-332 awards, depending on the award amount. Applications will be divided into two regions – New York City and Rest of State. Applications will be scored up to 20 points based on submitted proposal narratives. Applicants must receive a minimum of 9 points in order to pass and be considered for an award. Awards will be made to all passing applicants, starting with the highest scoring application, then alternating between the two regions in highest score order, until all requested funds are expended.

SECTION 2. Administrative Information

A. Designated Contact/Issuing Officer

OMH has assigned an Issuing Officer for this project. The Issuing Officer or designee shall be the sole point of contact regarding the RFA from the date of issuance of this RFA until the issuance of the Notice of Conditional Award. To avoid being deemed non-responsive, an applicant is restricted from making contact with any other personnel of OMH regarding this RFA. Certain findings of non-responsibility can result in rejection for a contract award. The Issuing Officer for this RFA is:

Carol Swiderski
Contract Management Specialist 2
New York State Office of Mental Health
Contracts and Claims
44 Holland Avenue, 7th Floor
Albany, NY 12229

OMHLocalProcurement@omh.ny.gov

B. RFA Questions and Clarifications

All questions or requests for clarifications concerning the RFA shall be submitted in writing to the Issuing Officer by email to OMHLocalProcurement@omh.ny.gov by 4:00 PM EST on the “Questions Due” date indicated in Section 1C and will be limited to addressing only those questions submitted by the deadline. No questions can be submitted or will be answered after this date. No questions will be answered by telephone or in person.

You must put “School Based MH Clinic RFA” in the Subject Line.

The questions and official answers will be posted on the OMH website by 09/12/2023

C. Addenda to Requests for Application

In the event it becomes necessary to revise any part of the RFA during the application submission period, an addendum will be posted on the OMH website, the Grants Gateway and the NYS Contract Reporter.

It is the applicant’s responsibility to periodically review the OMH website, the NYS Contract Reporter and Grants Gateway to learn of revisions or addendums to this RFA. No other notification will be given.

D. Grants Gateway Requirement (Applicable to not-for profits only)

Pursuant to the New York State Division of Budget Bulletin H-1032, dated June 7, 2013, New York State has instituted key reform initiatives to the grant contract process which require not-for-profits to register in the Grants Gateway and if a **not-for-profit entity**, complete the Prequalification process in order for applications to be evaluated and any resulting contracts executed.

Applications received from eligible **not-for-profit** applicants who have not been Prequalified by the application due date of 10/05/2023 cannot be evaluated; therefore, such Applications will be disqualified from further consideration. For-Profit applicants are exempt from Prequalification but must still Register with the Grants Gateway in order to submit applications and receive a contract if an award is made.

Please do not delay in beginning and completing the Prequalification process. The State reserves five (5) days to review submitted prequalification applications. Prequalification applications submitted to the State for review less than five (5) days prior to the RFA due date and time may not be considered. Applicants should not assume their prequalification information will be reviewed if they do not adhere to this timeframe.

E. Instructions for Bid Submission and Required Format

All applicants must be registered with the New York State Grants Gateway System and all Not-For-Profit agencies must be Prequalified prior to application submission.

If you are not already registered:

Registration forms are available at the GGS Website –
<https://grantsmanagement.ny.gov/register-your-organization>

Include your SFS Vendor ID on the form; if you are a new vendor and do not have an SFS Vendor ID, include a Substitute for W-9 (with your signed, notarized registration (also available from website).

All registrations must include an Organization Chart in order to be processed. When you receive your login information, log in and change your password.

If you are an applicant, and have problems complying with this provision, please contact the GGS Help Desk via email – grantsgateway@its.ny.gov – OR – by telephone: 518-474-5595.

How to Submit an Application

Applications must be submitted online via the [Grants Gateway](#) by the date and time

posted in Section 1C. Tutorials (training videos) for use of the Grants Gateway (and upon user log in).

You must use Internet Explorer (11 or higher) to access the Grants Gateway.

To apply, log into the Grants Gateway as a Grantee, Grantee Contract Signatory or Grantee System Administrator and click on the View Opportunities button under View Available Opportunities. To get started, in the Search Criteria, enter the Grant Opportunity name provided on the cover page of this RFA, select the Office of Mental Health as the Funding Agency and hit the Search button. Click on the name of the Grant Opportunity from the search results grid and then click on the APPLY FOR GRANT OPPORTUNITY button located at the bottom left of the Main page of the Grant Opportunity.

In order to access the online application and other required documents such as the attachments, you MUST be registered and logged into the NYS Grants Gateway system in the user role of either a “Grantee: or a “Grantee Contract Signatory” or a “Grantee System Administrator”.

The ‘Grantee’ role may ONLY Initiate and Save changes to the application such as add/update information to forms, upload documents while the user logged in as ‘Grantee Contract Signatory’ or a ‘Grantee System Administrator’ role can perform all the tasks of Grantee role and in addition, can SUBMIT the application to the State. When the application is ready for submission, click the ‘Status Changes’ tab, then click the ‘Apply Status’ button under “APPLICATION SUBMITTED” before the due date and time.

For further information on how to apply, and other information, please refer to the Vendor User Manual document.

Reference materials and videos are available for Grantees applying to funding opportunities on the NYS Grants Gateway. Please visit the Grantee Documents section on Grants Management website.

Late applications will not be accepted. Applications will not be accepted via fax, email, hard copy or hand delivery.

Helpful Links:

Grants Reform Videos:

<http://www.youtube.com/channel/UCYnWskVc7B3ajjOVfOHL6UA>

Grants Team Email (Application Completion, Policy and Registration Questions):

grantsgateway@its.ny.gov or by phone at 518-474-5595

F. Reserved Rights

OMH reserves the right to:

- Reject any or all applications received in response to the RFA that are deemed non-responsive or do not meet the minimum requirements or are determined to be otherwise unacceptable, in the agency's sole discretion;
- Withdraw the RFA at any time, at the agency's sole discretion;
- Make an award under the RFA in whole or in part;
- Disqualify an applicant whose conduct and/or application fails to conform to the requirements of this RFA
- Seek clarifications and revisions of applications for the purposes of assuring a full understanding of the responsiveness to this solicitation's requirements;
- Use application information obtained through the state's investigation of an applicant's qualifications, experience, ability or financial standing, and any material or information submitted by the applicant in response to the agency's request for clarifying information in the course of evaluation and/or selection under the RFA;
- Prior to the bid opening, direct applicants to submit application modifications addressing subsequent RFA amendments;
- Prior to the bid opening, amend the RFA specifications to correct errors or oversight, supply additional information, or extend any of the scheduled dates or requirements and provide notification to potential bidders via the OMH website, Grants Gateway and the New York State Contract Reporter;
- Eliminate any non-material specifications that cannot be complied with by all of the prospective applicants;
- Waive any requirements that are not material;
- Negotiate any aspect of the application with the successful applicant in order to ensure that the final agreement meets OMH objectives and is in the best interests of the State;
- Conduct contract negotiations with the next responsible applicant, should the agency be unsuccessful in negotiating with the selected applicant;
- Require clarification at any time during the procurement process and/or require correction of arithmetic or other apparent errors for the purpose of assuring a full and complete understanding of an applicant's application and/or to determine an applicant's compliance with the requirements of the solicitation; and,
- Cancel or modify contracts due to insufficiency of appropriations, cause, convenience, mutual consent, non-responsibility, or a "force majeure"
- Change any of the dates indicated in the Timeline

G. Debriefing

OMH will issue award and non-award notifications to all applicants. Non-awarded

applicants may request a debriefing in writing requesting feedback on their own application, within 15 business days of the OMH dated letter. OMH will not offer debriefing to providers who receive an award. OMH will not offer ranking, statistical or cost information of other applications until after the NYS Office of the State Comptroller has approved all awards under this RFA. Written debriefing requests may be sent to the Designated Contact/Issuing Officer as defined in Section 2.A.

H. Protests Related to the Solicitation Process

Protests based on errors or omissions in the solicitation process, which are or should have been apparent prior to the deadline for receipt of all written questions for this RFA, must be filed prior to the deadline of questions. In the event an applicant files a timely protest based on error or omission in the solicitation process, the Commissioner of OMH or their designee will review such protest and may, as appropriate, issue a written response or addendum to the RFA to be posted on the OMH website in the RFA/RFP section. Protests of an award decision must be filed within fifteen (15) business days after the notice of conditional award or five (5) business days from the date of the debriefing. The Commissioner or their designee will review the matter and issue a written decision within twenty (20) business days of receipt of protest.

All protests must be in writing and must clearly and fully state the legal and factual grounds for the protest and include all relevant documentation. The written documentation should clearly state reference to the RFA title and due date. Such protests must be submitted to:

New York State Office of Mental Health
Commissioner Ann Marie T. Sullivan, M.D.
44 Holland Avenue
Albany, NY 12229

I. Minority and Women Owned Business Enterprises

OMH recognizes its obligation to promote opportunities for maximum feasible participation of certified minority and women-owned business enterprises (MWBEs) and the employment of minority group members and women in the performance of OMH contracts. In accordance with New York State Executive Law Article 15-A, OMH expects that all contactors make a good-faith effort to utilize Minority and/or Women Owned Business Enterprises (M/WBE) on any award resulting from this solicitation in excess of \$25,000 for commodities and services or \$100,000 for construction.

With respect to MWBEs, each award recipient must document its good faith efforts to provide meaningful opportunities for participation by MWBEs as subcontractors and suppliers in the performance of the project to be described in each grant disbursement agreement and must agree that OMH may withhold payment pending receipt of the required MWBE documentation. The directory of MWBEs can be viewed at

<https://ny.newnycontracts.com>. For guidance on how OMH will determine a contractor's "good faith efforts", refer to 5 NYCRR §142.8.

In accordance with 5 NYCRR § 142.13, each award recipient acknowledges that if it is found to have willfully and intentionally failed to comply with the MWBE participation goals set forth herein and in its grant disbursement agreements, such finding constitutes a breach of contract and OMH may withhold payment from the award recipient as liquidated damages.

Such liquidated damages shall be calculated as an amount equaling the difference between: (1) all sums identified for payment to MWBEs had the award recipient achieved the contractual MWBE goals; and (2) all sums paid to MWBEs for work performed or material supplied under the grant disbursement agreement.

By applying, an Applicant agrees to demonstrate its good faith efforts to achieve its goals for the utilization of MWBEs by submitting evidence thereof in such form as OMH shall require. Additionally, an Applicant may be required to submit the following documents and information as evidence of compliance with the foregoing:

A. An MWBE Utilization Plan, which shall be submitted in conjunction with the execution of the grant disbursement agreement except as otherwise authorized by OMH. Any modifications or changes to the MWBE Utilization Plan after the execution of the grant disbursement agreement must be reported on a revised MWBE Utilization Plan and submitted to OMH.

OMH will review the submitted MWBE Utilization Plan and advise the award recipient of OMH acceptance or issue a notice of deficiency within 30 days of receipt.

B. If a notice of deficiency is issued, the award recipient will be required to respond to the notice of deficiency within seven (7) business days of receipt by submitting to OMH, a written remedy in response to the notice of deficiency. If the written remedy that is submitted is not timely or is found by OMH to be inadequate, OMH shall notify the award recipient and direct the award recipient to submit within five (5) business days, a request for a partial or total waiver of MWBE participation goals. Failure to file the waiver form in a timely manner may be grounds for disqualification of the bid or application.

OMH may refuse to enter into a grant disbursement agreement, or terminate an existing grant disbursement agreement resulting from this solicitation, under the following circumstances:

a. If an award recipient fails to submit a MWBE Utilization Plan;

- b. If an award recipient fails to submit a written remedy to a notice of deficiency;
- c. If an award recipient fails to submit a request for waiver; or,
- d. If OMH determines that the award recipient has failed to document good faith efforts

The award recipient will be required to attempt to utilize, in good faith, any MBE or WBE identified within its MWBE Utilization Plan, during the performance of the project. Requests for a partial or total waiver of established goal requirements may be made at any time during the term of the project but must be made no later than prior to the submission of a request for final payment under the grant disbursement agreement.

Each award recipient will be required to submit a Quarterly MWBE Contractor Compliance & Payment Report to OMH over the term of the project, in such form and at such time as OMH shall require, documenting the progress made toward achievement of the MWBE goals established for the project.

J. Participation Opportunities for New York State Certified Service-Disabled Veteran Owned Businesses

Article 17-B of the New York State Executive Law provides for more meaningful participation in public procurement by certified Service-Disabled Veteran-Owned Business (SDVOB), thereby further integrating such businesses into New York State's economy. OMH recognizes the need to promote the employment of service-disabled veterans and to ensure that certified service-disabled veteran-owned businesses have opportunities for maximum feasible participation in the performance of OMH contracts.

In recognition of the service and sacrifices made by service-disabled veterans and in recognition of their economic activity in doing business in New York State, applicants are expected to consider SDVOBs in the fulfillment of the requirements of the Contract. Such participation may be as subcontractors or suppliers, as proteges, or in other partnering or supporting roles.

OMH hereby establishes an overall goal of 0% for SDVOB participation, based on the current availability of qualified SDVOBs. For purposes of providing meaningful participation by SDVOBs, the Applicant/Contractor would reference the directory of New York State Certified SDVOBs found at <https://ogs.ny.gov/Veterans>. Additionally, following any resulting Contract execution, Contractor would be encouraged to contact the Office of General Services' Division of Service-Disabled Veterans' Business Development to discuss additional methods of maximizing participation by SDVOBs on the Contract.

It would be required that "good faith efforts" to provide meaningful participation by SDVOBs as subcontractors or suppliers in the performance of a resulting awarded Contract as documented.

K. Sexual Harassment Prevention Certification

State Finance Law Section 139_I requires applicants on state procurements to certify that they have a written policy addressing sexual harassment prevention in the workplace and provide annual sexual harassment training (that meets the Department of Labor's model policy and training standards) to all its employees. Bids that do not contain the certification may not be considered for award; provided however, that if the applicant cannot make the certification, the applicant may provide a statement with their bid detailing the reasons why the certification cannot be made. A template certification document is being provided as part of this RFA. Applicants must complete and return the certification with their application or provide a statement detailing why the certification cannot be made.

L. NYS and OMH Policies

The applicant/contractor must agree to comply with all applicable New York State and OMH policies, procedures, regulations and directives throughout the term of the contract.

M. Contract Term

The contracts awarded in response to this RFA will be for two (2) years, 1/1/24 – 12/31/25. Selected applicants awarded a contract under this RFA will be required to adhere to all terms and conditions in OMH's Master Grant Contract.

N. Contract Termination

There are a number of factors that may result in the contract being terminated and/or reassigned. This includes, but is not limited to, failure to implement a school based satellite location; failure to meet to maintain eligibility requirements throughout the contract period; failure to meet required reporting requirements.